

Exhibit A

OVERVIEW

Understanding the importance of collaboration, reflective dialogue, and authentic engagement in aligning services to effectively address the needs of Early Care Head Start programs, The United Way has initiated a two---year process designed to better understand, engage, and empower, parents and community stakeholders to work in partnership to measurably improve outcomes for infants and toddlers. Conversations between the United Way and the University of Florida Lastinger Center for Learning have resulted in an effort focused on research---based strategies designed to support Technical Assistance Providers deepen their work as a community of practice in three ways: 1. Ongoing assessment of practices and implementation strategies, 2. Supporting and learning from one another, and 3. Authentically working with practitioners, parents, and community stakeholders to significantly improve and sustain family engagement and child outcomes for infants and toddlers.

OUTCOME

Technical Assistance Providers working together to understand, engage, and empower parents and community stakeholders served by participating Early Head Start Programs to measurably improve program quality and outcomes for infants and toddlers.

GOALS

Participants will:

- Employ collaborative methods and tools to engage in regular, reflective dialogue and ongoing professional learning and development.
- Explore how cultural, ethnic, racial, and other forms of identity shape our personal and professional views of people, communities, and early care and education.
- Assess the value of personal reflection, reflective dialogue, and intentional listening in professional learning and in growing relationships with peers and building effective partnerships and community stakeholders.
- Apply appreciative leadership strategies.
- Integrate collaborative methods and tools to improve job performance, family engagement, and program outcomes.

PROGRAM FRAMEWORK

The UF Lastinger Center, in collaboration with the United Way will initiate a process of discovery to allow UF Specialists to customize the design of the program to the work of the Technical Assistance Providers. An iterative design process will be used to develop and deliver a series of incremental and interconnected training/work sessions delivered over a two---year period to ensure the alignment of the program's goals and activities with the desired outcome.

DELIVERABLES

The UF Professional Development Specialist will:

1. Co-construct program design by engaging in a discovery process to ensure alignment with the desired outcome.

- a. Conduct a series of interviews and attend meetings with Technical Assistance Providers.
 - b. Share findings and suggest design elements with United Way Early Head Start Project Director and related staff.
2. Twelve day---long training/work sessions.
- a. Detailed participant agenda for each session that includes descriptions of each activity and links to relevant resources employed during each work session.
 - b. Original copies of process tools/protocols used to structure a variety of learning conversations—text---based work, community building, reflection and dialogue, questioning strategies, etc.
 - c. Digital links to collaborative resources that support the work of each training/work session as needed and appropriate.
 - d. Selection of research---based readings associated with collaboration, communities of practice, facilitation, and appreciative leadership.
 - e. Session reflections and final evaluations
3. Regular face-to-face and/or virtual meetings with United Way Early Head Start Project Director and related staff to monitor progress and conduct formative assessments.

COSTS

Design Costs will cover:

- **Discovery:** Time spent shadowing United Way Technical Assistance Providers working on Early Head Start Project to observe their work, attend meetings, review artifacts related to their roles, and conduct interviews with related staff and leadership.
- **Development:** Creation of a research---based, practice---centered training/work sessions that identifies specific behaviors that can improve technical assistance effectiveness with respect to desired outcome of project.
- **Design:** Customization of all professional development materials and training/work session agendas.
- **Review:** Time spent reviewing program materials development with Early Head Start Project Director and related staff.
- **Cost: \$1,500 per day X 4 full days = \$6,000**

These design costs reflect a significant discount on the time and effort of UF Lastinger Center staff based on the Center's interest in maintaining a strong partnership with the United Way and utilizing the resulting training program to inform our work with additional Children's Services Centers across the state and beyond.

Participant Costs

The participant costs cover:

- UF Professional Learning Specialists who serve as trainers
- Session Materials and supplies
- Cost: \$2,500 per facilitator workday for 12 days = \$30,000
- Design Costs \$6,000
- Total Costs \$39,600 (with 10% Indirect Cost)